

Overview

This course provides a complete guide to management best practice, which will enable managers to get the best from their staff and themselves on a consistent basis. With so many individuals coming into management because they excelled in their roles this will ensure they are fully equipped to deal with the challenges management brings. They will come away with techniques to effectively manage and motivate teams and successfully set and achieve goals.

Who is it for?

This is ideal for individuals who are new to management or have not received formal management training who wish to learn how to inspire and lead their teams to greater success.

Course content to include...

- An introduction to leadership & management
- Roles & responsibilities of a manager
- Individual management styles and how to utilise them in different situations
- Giving & receiving feedback
- Coaching & delegation
- Dealing with conflict and difficult situations
- How to manage change successfully
- How to lead and manage teams effectively
- Motivation & reward
- SMART goal setting
- Self-management

By the end of the course learners will be able to...

- Understand management best practice and how to apply that on a daily basis
- Convey confidence to motivate & inspire individuals towards achieving organisational goals
- Adapt management style to gain the best results in a variety of scenarios

"Fantastic course which has given me some extra skills which I can go on to use in my workplace."

